



COOPERATIVE AGREEMENT WITH THE NATURE CONSERVANCY

Agreement No. CA 13-239

This Agreement is by and between The Nature Conservancy, a District of Columbia non-profit corporation ("TNC") and the Washington State Department of Natural Resources ("DNR").

DNR enters this Agreement in accordance with RCW 79.10.130 (2009).

TNC is a nonprofit corporation that engages in activities that, among other things, provides educational and scientific benefits and is acting through its Washington Field Office located at 1917 First Avenue, Seattle, WA 98101.

The purpose of this Agreement is to accomplish the purposes of enhancing multiple uses of public lands by providing information and technical support to the DNR for the development of a coastal and marine spatial planning ("CSMP") mapping, analysis, and decision making tool.

Attachment A
STATEMENT OF WORK

Information and Technical Support for Coastal and Marine Spatial Planning for Washington's Coastal Waters,
January 2, 2012 – June 28, 2013.

Under the terms of the cooperative agreement to which this Scope of Work is attached and of which it is an integral part, TNC shall provide the following services and products during the period January 2, 2012 through June 28, 2013. In all cases these will be carried out in consultation with staff designated by DNR to ensure a coordinated effort.

1. Provide a senior staff person to serve as a member of the GIS Decision Support Tool Steering Committee convened by DNR. This person will:
 - a. Participate in all meetings/conference calls of the Steering Committee, or provide a qualified alternate.
 - b. Provide experienced advice on the CMSP process and web-based tools to facilitate participation by resource managers and stakeholders.
 - c. Actively liaise with state and federal agencies, tribal governments and stakeholder groups to inform the Committee's decisions and ensure a coordinated approach.
 - d. Seek grants and private contributions that can augment state appropriations to support the CMSP process.
2. Provide two senior staff people to organize and lead the GIS Decision Support Tool Planning Development Team. These people will:
 - a. Schedule and lead no fewer than 4 meetings/conference calls of the Planning Development Team.
 - b. Provide experienced advice on technical aspects of the design and development of user interfaces and decision support tools for the CMSP process.
 - c. Develop and coordinate an outreach effort to secure input from community leaders, agency staff, tribal staff and stakeholders that informs the development of the user interface and decision support tools.
 - d. Liaise with the Regional Data Network to ensure compatibility between Washington's planning tools and a future regional planning infrastructure.
 - e. Manage staff in TNC to provide the services and products otherwise specified in this Agreement.
3. Provide three qualified technical people to serve as members of the GIS Decision Support Tool Technical Development Team. These people will:
 - a. Provide at least one participant for each and every meeting/conference call of the Technical Development Team.
 - b. Advise and contribute to the collaborative development of a Washington CMSP data portal (the CMSP Portal") including:
 - i. Software architecture (design, configuration and integration) – see Figure 1
 - ii. Information architecture (structure/presentation of information)
 - iii. User interface design and development (HTML/CSS/Javascript)
 - iv. Graphic design (icons and other graphical elements)
 - v. Server administration and hosting (as needed)
 - vi. Integration of existing data and services relevant to Washington CMSP into the data viewer and catalog. Limiting the duplication of datasets into the to-be-developed ArcGIS Server instance wherever possible.
 - c. Direct the work of other staff in TNC necessary to provide the services and products otherwise specified in this Agreement.
4. Subject to mutual agreement and availability of funds under this Agreement, recruit and reimburse additional members for any of the above teams from other organizations.
5. Design and support the development of a Washington CMSP Portal web site that meets the criteria of the Steering Committee and anticipates the needs of the public planning process. The site will integrate data and web services

from a variety of sources rather than duplicating wherever possible. The web site will be fully functional and available for public use no later than June 1, 2013. Components of this work include:

- a. Develop overarching portal website with standard home page, page header/footer/navigation, content, and imagery (HTML, CSS, images, and Javascript)
 - i. Create website logo, color palette, font sets and visual brand style sheet or match these to existing standards (e.g., Washington Coastal Atlas)
 - ii. Design a site map/wireframe and design mock-ups for the site.
 - iii. Integrate comprehensive communications and engagement strategy (from Department of Ecology, Washington Sea Grant, DNR and others), including core messages directed at key audiences, into the design of the site and other communications collateral.
 - iv. Draft and refine web content and acquire photos and other visual content to populate the site in collaboration with the Planning Development Team and Steering Committee.
 - b. Support the integration of other portal elements into the website, including:
 - i. A data catalog component providing quick access to CMSP-relevant datasets, metadata, and services from multiple sources. Provides robust search, quick access viewing in the data viewer and search-engine optimization ensuring broad discoverability.
 - ii. A data viewer using a ArcGIS Server instance, publishing new and existing CMSP-relevant datasets and services not already published by other agencies and organizations.
 - c. Hold outreach meetings with small groups and individuals to preview the data portal (including the data viewer) to solicit user input on their features, appearance and functionality. These meetings will target engaged users that include resource managers (state and tribal government agencies), the Washington Coast Marine Advisory Council, county Marine Resource Committees, and county and municipal planners. (A broader outreach effort will accompany the detailed design process for decision support tools in FY14 and FY15.)
 - d. Once design is approved and content is complete, build out the site and launch.
6. Develop and execute a release and launch plan for the Portal site, manage media contacts and social media outreach, write and distribute fact sheets and press release.
 7. Participate in objective setting workshops to capture information that will guide future planning tool development.
 8. At TNC's discretion, make previously compiled data and derived products from TNC's Pacific Northwest Coast ecoregional assessment and other TNC planning efforts available for use in the Washington Coast CMSP process.
 9. Provide DNR with a progress report on the last day of every other month, starting with the period ending February 28, 2013, through the duration of the contract.

Figure 1 - Example high-level architectural diagram

